

**Privacy Notice - Data Protection Act 1998**

Harrogate High School is a Data Controller for the purposes of the Data Protection Act. We collect information from you and may receive information about you from your previous school and the Learning Records Service. We hold this personal data and use it to:

- Support your teaching and learning;
- Monitor and report on your progress;
- Provide appropriate pastoral care, and
- Assess how well your school is doing.

This information includes your contact details, national curriculum assessment results, attendance information<sup>1</sup> and personal characteristics such as your ethnic group, any special educational needs and relevant medical information. If you are enrolling for post 14 qualifications we will be provided with your unique learner number (ULN) by the Learning Records Service and may also obtain from them details of any learning or qualifications you have undertaken.

**Youth Support Services**

Once you are aged 13 or over, we are required by law to pass on certain information to providers of youth support services in your area. This is the local authority support service for young people aged 13 to 19 in England. We must provide both your and your parent's/s' name(s) and address, and any further information relevant to the support services' role. However, if you are over 16, you (or your parent(s)) can ask that no information beyond names, address and your date of birth be passed to the support service. This right transfers to you on your 16th birthday. Please inform Andrew Bayston, School Principal if you wish to opt-out of this arrangement. For more information about young peoples' services, please go to the Directgov Young People page at [www.direct.gov.uk/en/YoungPeople/index.htm](http://www.direct.gov.uk/en/YoungPeople/index.htm) or the LA website shown above.

In supporting your learning, we share limited information, outlined below, with the following;

VIVO Miles	Web based rewards system	Name, class codes and attendance
Accelerated Reader	Manage and assess reading	Name
Fronter	Virtual Learning Environment	Name, date of birth and class codes
MyMaths	Online maths learning activities	Name
Heinemann	Online science learning activities	Name, gender, date of birth
Oxford University Press	Online science learning activities	Name
MidYIS	Assessment and monitoring	Name and Year group
live@edu	School email account	Student logon code
ContactGroup	Callparent and Truancycall	Name and parent telephone number
Exam Boards	Register and certificate courses	Name, date of birth, candidate number
Donkin Education Ltd	Exam results data analysis	Name, assessment data, exam results
Chartwells Ltd &	Cashless Catering	Name, class, meal uptake
Nationwide Retail Systems	Cashless Catering	Name, class, meal uptake
ParentPay Ltd	Online payment system	Name, contact telephone number, meal type

If you want to see a copy of the information we hold and share about you then please contact:

Andrew Bayston (Principal). Harrogate High School, Ainsty Road, Harrogate, HG1 4AP.

We will not give information about you to anyone outside the school without your consent unless the law and our rules allow us to.

We are required by law to pass some information about you to the Department for Education (DfE) and, in turn, this will be available for the use(s) of the Local Authority.

If you require more information about how the LA and/or DfE store and use this data please go to the following websites:

[www.northyorks.gov.uk/schoolrecords](http://www.northyorks.gov.uk/schoolrecords)

<http://www.education.gov.uk/researchandstatistics/datatdatam/b00212337/datause>

If you are unable to access these websites, please contact the LA or the DfE as follows:

Data Management Officer  
North Yorkshire County Council,  
Financial Services,  
County Hall,  
Northallerton,  
North Yorkshire,  
DL7 8AL  
website: [www.northyorks.gov.uk](http://www.northyorks.gov.uk)  
email: [datamanagement.officer@northyorks.gov.uk](mailto:datamanagement.officer@northyorks.gov.uk)

Public Communications Unit  
Department for Education,  
Sanctuary Buildings,  
Great Smith Street,  
London  
SW1P 3BT  
Tel: 0870 000 2288  
Website: [www.education.gov.uk](http://www.education.gov.uk)  
email: <http://www.education.gov.uk/help/contactus>